

**FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS
PROCUREMENT DIVISION**

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 428-8713

Fax: (540) 347-5753

NOTICE OF CONTRACT RENEWAL

1. DATE: December 9, 2003
2. COMMODITY NAME: Street Sign Repair & Replacement
3. CONTRACT NUMBER: 54-03smc
4. SUPERCEDES: 10-00smc
5. CONTRACT PERIOD: December 21, 2003 through December 20, 2004
6. RENEWAL OPTIONS: Two (2) One Year Terms remaining
7. CONTRACTOR: Dogwood Sign Company, Incorporated
(V/N 632579) 33315 Constitution Highway
Locust Grove, VA 22508
PH (540) 854-8885 FX (540) 854-5885
8. TERMS: Net 45
9. DELIVERY: As required, F.O.B. FCG&PS locations
10. FOR FURTHER INFORMATION CONTACT: Susan Monaco, CPPB
PH (540) 428-8713
11. NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOL USING DEPARTMENTS: This contract is the result of a competitive bid program and its use must follow the FCG&PS Procurement Policy/Procedures for the purchase of the commodity listed herein. Please see the reverse side of this notice for further instructions regarding this contract.

By: _____
Susan R. Monaco, CPPB
Senior Buyer, Procurement Division

INSTRUCTIONS

1. Orders: All FCG&PS Using Departments must order services listed by issuing FCG&PS Purchase Orders per FCG&PS Procurement Procedures Manual. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 428-8717 or 8720.
2. The applicable contract number, vendor number, estimated total dollar amount (can be done as a "Not to exceed" estimated figure), contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Contractor use.
3. Inspection on delivery and approval of contractor's invoice is the responsibility of the receiving using department.
4. Any complaint as to quality of goods or services, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to FCG&PS Procurement for handling with the Contractor. All complaints must be submitted in writing and can be forwarded to Procurement via fax or courier.
5. Renewals: As stated on the face of this notice, two (2) one-year terms remain on this contract. The decision as to whether to exercise the renewal option will be made by the contract officer, with input requested from the using departments, approximately sixty days in advance of the expiration date of the current term.
6. Revisions/Additions to Contract: Any modifications made to this contract must be authorized by the Procurement Supervisor and issued as a written amendment to the contract.
7. Price Adjustments: Contract prices shall remain firm for the award year. Prices may be negotiated only at the time of renewal. All price increases must be approved by the contract officer. Contract users will be sent notification of contract change from the Procurement office as official notification of such changes, if approved.

Contract # 54-03smc

Street Sign Repair & Replacement Contract Pricing

1) Installation and/or replacement of Sign Components as specified:

<u>Description</u>	<u>Unit Price</u>
A. Post, including upper sign post, lower "anchor", raincap & hdwe.	\$ <u>55.00</u>
B. Single or one (1) Street Sign, consisting of two name plates and all associated hardware	\$ <u>30.00</u>
C. Double or two (2) Street Signs, consisting of four name plates and all associated hardware	\$ <u>60.00</u>
D. Private sign and associated bracket/hardware, only	\$ <u>20.00</u>

2) Installation and/or replacement of Entire Unit as specified:

A. Single Street Sign with all hardware, and Post, including anchor and raincap.	\$ <u>125.00</u>
B. Double Street Sign with all hardware, and Post, including anchor and raincap.	\$ <u>165.00</u>

3) Reinstallation only, of Entire Unit, either type, NEW STYLE where all materials are present(no new materials required): \$ 25.00

4) Reinstallation only, of Entire Unit, either type, OLD STYLE where all materials are present(no new materials required): \$ 20.00

5) Labor rate for other sign work if needed: \$ 5.00/hour

**Metropolitan Washington Council of Governments
Rider Clause**

USE OF CONTRACT (S) BY MEMBERS COMPRISING THE METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS PURCHASING OFFICERS' COMMITTEE.

- A. If authorized by the bidder(s), resultant contract(s) will be extended to any or all of the listed members as designated by the bidder to purchase at contract prices in accordance with contract terms.
- B. Any member utilizing such contract(s) will place its own order(s) directly with the successful contractor. There shall be no obligation on the part of any participating member to utilize the contract(s).
- C. A negative reply will not adversely affect consideration of your bid/proposal.
- D. It is the awarded vendor's responsibility to notify the members shown below of the availability of the Contract(s).
- E. Each participating jurisdiction has the option of executing a separate contract with the awardee. Contracts entered into with a participating jurisdiction may contain general terms and conditions unique to that jurisdiction including, by way of illustration and not limitation, clauses covering minority participation, non-discrimination, indemnification, naming the jurisdiction as an additional insured under any required Comprehensive General Liability policies, and venue. If, when preparing such a contract, the general terms and conditions of a jurisdiction are unacceptable to the awardee, the awardee may withdraw its extension of the award to that jurisdiction.
- F. The issuing jurisdiction shall not be held liable for any costs or damages incurred by another jurisdiction as a result of any award extended to that jurisdiction by the awardee.

In the pricing section of the contract:

BIDDER'S AUTHORIZATION TO EXTEND CONTRACT:

YES NO JURISDICTION

☒ _____ Alexandria, Virginia
☒ _____ Alexandria Public Schools
☒ _____ Arlington County, Virginia
☒ _____ Arlington County Public Schools
☒ _____ Bowie, Maryland
☒ _____ College Park, Maryland
☒ _____ Culpeper County, Virginia
☒ _____ District of Columbia
☒ _____ District of Columbia Public Schools
☒ _____ District of Columbia Water & Sewer Authority
☒ _____ Fairfax, Virginia
☒ _____ Fairfax County, Virginia
☒ _____ Fairfax County Water Authority
☒ _____ Falls Church, Virginia
☒ _____ Frederick County, Maryland
☒ _____ Frederick County Public Schools
☒ _____ Gaithersburg, Maryland
☒ _____ Greenbelt, Maryland
☒ _____ Herndon, Virginia
☒ _____ Loudoun County, Virginia
☒ _____ Manassas, Virginia
☒ _____ Maryland-National Capital Park & Planning Comm.

YES NO JURISDICTION

☒ _____ Metropolitan Washington Airports Authority
☒ _____ Metropolitan Washington Council of Governments
☒ _____ Montgomery College
☒ _____ Montgomery County, Maryland
☒ _____ Montgomery County Public Schools
☒ _____ Prince George's County, Maryland
☒ _____ Prince George's Public Schools
☒ _____ Prince William County, Virginia
☒ _____ Prince William County Public Schools
☒ _____ Prince William County Service Authority
☒ _____ Rockville, Maryland
☒ _____ Stafford County, Virginia
☒ _____ Takoma Park, Maryland
☒ _____ Vienna, Virginia
☒ _____ Washington Metropolitan Area Transit Authority
☒ _____ Washington Suburban Sanitary Commission

Dogwood Sign Company, Inc.

VENDOR NAME

Revised 2/1/99